



ARLINGTON FINANCE COMMITTEE
MINUTES OF MEETING
O'NEILL ROOM
7:30 PM 6/14/17

ATTENDEES:

Deyst*	White	Caccavaro*	Kellar*	McKenna*
DeCoursey*	Wallach*	Harmer*	Gibian	
Tosti*	Foskett*	Bayer*	Duvadie	
Russell	Beck*	Jones*	Deshler*	
Franclemont*	Howard*	Fanning*	Vacant	Diggins*

*Indicates present

VISITORS: Town Manager Adam Chapdelaine

MINUTES of 5/8/17 approved as corrected. Unanimous

END OF YEAR TRANSFERS: Chapdelaine provided copies of 9 requested transfers with a summary and the department requests. The Committee had received the same info by email. 78% of the requests were for the remaining snow & ice expenses. No FY17 snow & ice expense will be paid in FY18. Members asked numerous questions. Chapdelaine gave the following answers.

The two salary underpayments were likely caused by recent personnel turnover.

Payroll reviews have been strengthened. Reviews will also look for over payments.

The Town has paid for the almost new fire engine repair because there is no spare.

The cause seems to have been a faulty filter. The Town will attempt to get reimbursed.

The School District is not responsible for tuition to out of district schools unless there is an explicit understanding. The transfer will reimburse the School Dept which paid the bill.

The Central School driveway rebuild, long discussed, exceeds the estimate but Chapdelaine believes it is reasonable. There have been "many" falls. The arithmetic between request & summary was reconciled.

The Town was fully reimbursed for the Minuteman Tech referendum.

The Manager noted that the non-snow & ice transfers are a tiny % of the budget. He does not think the large reserve fund is undercutting department budget balancing.

VOTED to approve Reserve Fund transfers totaling \$1,069,585 and Interdepartmental Transfers totaling \$35,066 as detailed in Ref 1. Unanimous

VACATION RESERVE FUND TRANSFER AUTHORIZATION: VOTED to authorize the Chair to approve transfers of up to \$10k and with approval of 2 Vice Chairs up to \$25k until the next meeting. Unanimous

ELECTION OF OFFICERS FOR FY19: Diggins conducted the election. All current officers were nominated and elected unanimously without opposition except Dick Fanning who had stepped down as Vice Chair. Christine Deshler was nominated for vice chair and was elected unanimously. The Officers for FY19 are:

Allan Tosti, Chair

Charles Foskett, Vice Chair

Alan Jones, Vice Chair

Christine Deshler, Vice Chair

Peter Howard, Secretary

Dick Fanning received a hearty applause for his years of service as Vice Chair.
END OF YEAR DINNER: Will be on 6/21 at Sons of Italy, 6:30 PM Social, 7:15 PM
Dinner.

RESERVE FUND Balance: 1,087,902.33 – \$1,069,585 = 18,317.33.

Peter Howard 6/14/17 Revised 6/17/17

Ref 1 Letter to FinCom, from Pooler, subj End of Year Transfers



**Town of Arlington
Office of the Town Manager**

Sanford M. Pooler
Deputy Town Manager

730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010
Fax (781) 316-3019
E-mail: spooler@town.arlington.ma.us
Website: www.arlingtonma.gov

TO: Finance Committee

FROM: Sandy Pooler, Deputy Town Manager *SMP*

CC: Adam W. Chapdelaine, Town Manager
Richard Viscay, Comptroller

DATE: June 14, 2017

RE: End of Year Transfers

Attached for your information and review is a list of anticipated end of year transfer requests. There is a sheet summarizing the transfers and a set of attachments with memos or letters from the departments requesting the transfers. I have reviewed year end salary and spending projections with the Comptroller. Please note that the anticipated transfers included in the attachment are subject to change prior to the conclusion of Fiscal Year 2017. There may also be a need for an additional transfer(s) not included in the attachment. The Town Manager's Office will continue to monitor spending and provide additional information prior to requesting formal action from the Finance Committee

The following is a summary of anticipated transfers:

Assessor

This office has incurred a deficit in its salary accounts due to the fact that that since July 1, 2015, the Assessor, Paul Tierney, has been underpaid. Although adequate funds had been budgeted for his salary, his paychecks did not reflect his actual salary. He noticed this discrepancy earlier this year and arrangement were made to adjust his weekly pay and to pay him the missing amounts from this and the previous fiscal year (see attachment). The recommendation is to transfer \$5,841 from the Reserve Fund.

DPW – Snow & Ice

The 2016-2017 winter resulted in a \$837,160 deficit in the snow & ice account. The recommendation is to transfer that amount from the Reserve Fund. Because the Finance Committee recommended increasing the Reserve Fund to fund snow and ice expenditures at a more realistic level, it will not be necessary to raise any snow and ice deficit in next year's tax rate.

Fire

The Fire Department requests the transfer of \$121,000 for two purposes. As the Chief's memo describes, the Department needs \$100,000 to cover the costs of deferred compensation resulting

from the retirement of four long-term employees. Employees received enhanced payments based on deferred compensation programs established in 1984 and 1991. The Chief has reported these costs to the Finance Committee in several monthly budget updates during FY17.

The second cost is for the repair of the 2012 E-One Engine 2. This pumper's engine needed extensive repairs totaling \$20,922.69 (see attached memo and invoice). The Chief's memo refers to a transfer of \$22,000, but since we now have the actual invoice, he and I agreed that there was a need only to cover the actual amount. The recommendation is to transfer \$121,000 from the Reserve Fund.

Human Resources

The warrant article to provide indemnification to Police Officers and Firefighters for expenses related to injury on duty was overspent by \$669 due to the fact that an employee submitted legitimate reimbursement paperwork after the time when the budget recommendation is made to the Finance Committee and Town meeting. The recommendation is to transfer \$669 from the Reserve Fund.

Legal

The Legal Department budget for outside counsel is projected to fall short by \$15,000 because of a settlement approved by the Finance Committee in April, labor counsel costs, and construction litigation. As of the end of April, the budget had been fully expended, and the Human Resources Director estimates that Deutsch Williams Brooks DeRensis & Holland, P.C., the Town's labor counsel, will bill approximately \$10,000 for May and \$5,000 for June legal work. The recommendation is to transfer \$15,000 from the Reserve Fund.

Planning/Central School Driveway Project

The Planning Department has received bids for the project to repave the driveway at the Central School and to install an accessible ramp to the east entrance of the building. These are important projects to improve access to the building, particularly to the Senior Center where there have been complaints about the difficulty some visitors have walking into the building. The bids exceed the original construction budget by \$84,650. The improvements are consistent with the work that will occur at the building in future years. The recommendation is that we request the Capital Planning Committee to agree to use \$12,000 that had been designated for the planning phase of the Central School Project and to transfer \$62,650 from the Reserve Fund.

School Department – Out of District Assessment

The Town received an assessment for a student attending the Essex North Shore Agricultural & Technical High School. The School Department paid the assessment in order to ensure timely payment, but the cost is a town, not a school expense. The recommendation is to transfer \$17,551 from the Reserve Fund.

Board of Selectmen

The salary accounts for the Board of Selectmen will be in deficit because of the out of class payments made to other staff assuming her duties during Maria Krepelka's medical leave. In addition, there is small adjustment for the salary of the Principal Clerk and Typist, because the person who filled that job is paid at higher step than the previous incumbent, whose salary had been the basis of the FY17 budget. The recommendation is to transfer \$8,188 from the Reserve Fund.

Town Clerk

The Town Clerk will incur expenses for printing the ballots for the special election. The recommendation is to transfer \$2,195 from the Reserve Fund.

Impact to Reserve Fund

The recommendations outlined above require six transfers from the Reserve Fund. If approved, the balance in the Reserve Fund would be \$18,317.21.

Intradepartmental Transfers

In addition to the appropriation recommendations above, there are some departments that will overspend some part of their budgets, either expenses or salaries, but which have sufficient funds in the other part to cover those expenditures and therefore remain within the bottom line budget voted at Town Meeting. Since Town Meeting votes a bottom line budget at the departmental level, there is no need for a formal end of year transfer by the Finance Committee or the Board of Selectmen. Those departments are listed below for informational purposes.

Elections

The Elections budget incurred additional costs due to the special election in September for the Minuteman High School. The Town recently received a reimbursement check from Minuteman for \$27,252.16, which has been deposited into the General Fund. There are sufficient funds in the Elections salary account to cover a shortfall of \$6,714 in the expense account.

Health and Human Services

The Council on Aging is running a deficit in its salary account of \$10,066 because of the retirement payouts to the geriatric nurse, the contracted nursing services paid during the period when that position was vacant, and a lack of funding for the volunteer coordinator position whose costs are split between the Town and CDBG. As CDBG funding has been cut back, the Town has had to cover more of the costs. This is a budget issue that we will need to address. There are sufficient surplus funds in the Board of Health and Veterans' Departments to cover the deficits.

Library

The Library staff discovered that three of its employees had been underpaid, in one case going back to FY2012. To bring their pay up to the correct level and to make the proper retroactive payments will require payments of \$10,725. The Library also paid \$9,275 in retirement payouts. These total to \$20,000. The Library expense accounts have sufficient surplus, particularly because the Library has had to rely less on outside contractors for HVAC maintenance now that the Town has an HVAC Technician in the Facilities department.

Town Manager

The Town Manager's expense budget incurred high training expenses this year in part because of additional training provided to the new Assistant Town Manager, a position that had not existed before. That position was not filled until September, so there are sufficient salary savings to cover the training costs deficit of \$1,700.

FY17 Transfers

Department	Amount Required		Transfer Source	
	Expense	Salaries	Intra-department Transfer	Reserve Fund
Assessor <i>Salary correction</i>		\$5,841		\$5,841
DPW <i>Snow and Ice</i>	\$458,965	\$378,195		\$837,160
Fire <i>Deferred Compensation</i>		\$100,000		\$100,000
Fire <i>Engine repair</i>	\$21,000			\$21,000
Planning <i>Central School Access Project</i>	\$62,650			\$62,650
School Department <i>Out of District Assessment</i>	\$17,551			\$17,551
Selectmen <i>Out of Class Payments</i>		\$8,188		\$8,188
Town Clerk <i>Overtime</i>		\$2,195		\$2,195
Legal <i>Labor Counsel</i>	\$15,000			\$15,000
Health and Human Services <i>Council on Aging</i>		\$10,066	\$10,066	
Library <i>Salary corrections</i>		\$10,725	\$10,725	
Library <i>Retirement buyout</i>		\$9,275	\$9,275	
Town Manager <i>Training</i>	\$5,000		\$5,000	
Total	\$580,166	\$524,485	\$35,066	\$1,069,585

TOWN OF ARLINGTON
REQUEST FOR TRANSFER FROM THE RESERVE FUND

Date 5/17/2017

To: The Finance Committee
Town of Arlington, MA

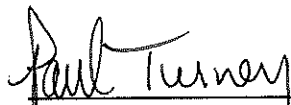
Request is hereby made for the following transfer:

1. Transfer to: Acct #: 0113781 5100
 Acct Name: Salaries
 Amount: \$5,840.42
2. Transfer from: Acct Name: Reserve Fund
 Account #: 0114987-5730
 Amount: \$5,840.42

3. The amount requested will be used for (given specific purpose in detail):

To cover salary shortfall and step increase that was inadvertently not included in FY17 salary.

4. Explain how this expenditure is extraordinary or unforeseen: (attach memo if necessary)

 5/17/17
Department Head or Committee Member

.....

ACTION OF FINANCE COMMITTEE

Date of Meeting: _____ Number present & voting: _____

Transfer voted in the sum of: _____ Transfer disapproved: _____

Transfer disapproved comments: _____

Chairman, Finance Committee

Request must be made and transfer voted BEFORE any expenditure in excess of appropriation is incurred.
Finance Committee reserves the right to request additional supporting data before action.

Paul Tierney

Director of Assessors

Hired 10/14/2014 Is Correct
Salary

Difference

10/14/14 Salary MTP1 st5 \$91,384

07/01/15 MTP1 st5 93,212 96,707 Midpoint 3,495

07/01/16 MTP1 st5 95,067 98,641 Midpoint

07/01/16 Plus Step Increase FY17

2,000
100,641

106.61 X 22 weeks = 2,345.42

Total owed to Paul

\$5,840.42



PUBLIC WORKS DEPARTMENT
TOWN OF ARLINGTON

51 Grove Street, Arlington, Massachusetts 02476
Phone: (781) 316-3104 Fax: (781) 316-3281

Memo to: Adam Chapdelaine
From: Mike Rademacher
Date: June 12, 2017
Subject: Current 2016-2017 Snow/Ice Expenditures

Below is a summary of expenditures to date for snow/ice operations: (At the time of the last memo update, April 7, 2017, DPW labor and material costs for the 4/1/17 storm of 9" had not been logged)

Totals for the season:

24 – snow/ice events (15 snow events, 9 ice events);
72.5"± total snowfall

Town Appropriation for Snow/Ice - \$921,000

Expended to date:

\$1,758,160 broken down as follows:

- \$807,091; Salt Purchases (we have about 750 ton in the shed at a value of \$60,000±)
- \$137,509; Vehicle Parts / Repairs / Maintenance / Misc. Supplies
- \$378,195; DPW overtime expenses
- \$411,035; Contracted Plowing (contractors have been called in on 10 of the 24 events)
- \$24,330; Contracted Snow Removal (help with snow removal/hauling from crosswalks, HP spots, intersections, etc.)


Please do not hesitate to contact me with any questions.



Robert J Jefferson
Fire Chief

Arlington Fire Department Town of Arlington

Administrative Office
411 Massachusetts Ave, Arlington, MA 02474
Phone: (781) 316-3801 Fax: (781) 316-3808
Email: rjefferson@town.arlington.ma.us

Memo to: Sandy Pooler, Deputy Town Manager
From: Robert J Jefferson, Fire Chief 
Date: May 31, 2017
Subject: Anticipated Fire FY17 budget shortfall

In response to your e-mail I submit the following information for your review. I have provided back up for the projections and for any line items or salaries that may be over spent.

EXPENSES

The Fire Department expense budget was expected to finish the fiscal year within budget. Unfortunately, one of our pumpers, the 2012 E-One, E2, was found to have engine problems last week. The truck is currently at Cummings, the engine manufacturer and according to the repair estimate (see attached) we will need \$22,000 to repair. We are arguing over a defect in an air filter part from the initial installation but have not come to resolution as of today. Although some of the line item budgets are running a deficit, the balance in the other line items should be available to cover the shortfalls. I would like to make you aware that the Vehicle repair, budget #5249 will be approximately \$40,000 underfunded, including the \$22,000 request. Surplus dollars in the gasoline budget #5213 of \$10,000, and the natural gas budget # 5214 of \$10,000 should offset some of the deficit. I would request that a \$22,000 transfer be done to the expense budget at this time.

PERSONNEL

Projected salaries are anticipated to be short approximately \$100,000.
See attached spreadsheet.

The main reason is approximately \$198,000. in unfunded buyouts to 4 retirements. These buyouts are not budgeted and put a strain on the bottom line and maintaining manning. (see attached spreadsheet).

Arlington Fire Fighters... The Right Response, On Time, Every Time

Although this is an area of concern, the Town has taken steps to control these expenses. Out of the current 76 fire personnel there is only 1 left that will receive the 7% buyout from July of 1984 and 1991. There are only 15 who will receive the 2% buyout from July 1991. The other 50 firefighters and all future hires receive no deferred buyout. The Town has also taken steps to reduce sick leave buyback. All hires after July 1, 1997 are capped at a maximum of 150 days buyback. That translates into 47 fire personnel who are currently under the cap. (see spreadsheets for both)

The budget and overtime cost is greatly influenced by sick leave and injured leave. I feel that although this does contribute, the Fire Department record in this area is improving greatly and is not a major problem for the Town. We had no extended documented sick leave this year. The overtime budget was also affected by a total of 5 vacancies from January through July until we will hire and train new personnel.

Injured leave is also a factor but we are making every effort to limit this when possible. If members are permanently disabled we are expediting the process of pushing them thru the retirement system when needed. We are actively using our light duty provision in the contract to bring people back to work in some capacity to be useful working members of the department. Small steps like these limit people from being on injured leave.

Examples included in those documented injured leave were:

- A Deputy Chief out from January 2017 thru June 2017 with cancer and is under chemo and radiation treatment. This Deputy has submitted disability retirement papers to the Arlington retirement board and is anticipated to retire later this calendar year in FY18.
- A Lieutenant out from June 2016 thru March 2017 with a heart condition. This Lieutenant retired in March 2017.
- A Captain out from July thru September 2016 with a heart condition. He has been on Light Duty since September 2016 while filing for disability retirement and waiting final approval. This Captain retired May 26, 2017.
- A Lieutenant out from January 2017 thru March 2017 with knee injury and surgery.
- A Lieutenant out from June 2016 thru August 2016 with knee injury and surgery.

Based on these projections I request that there be transfers of \$100,000 into Fire Personnel budget and \$22,000 into Fire Expense budget

Please contact me with any questions or concerns. Thank you.

Arlington Fire Fighters... The Right Response, On Time, Every Time

Fire Salaries

5/30/2017 5 pp remaining
Projections:
pp @ 95,854.38

5Deputy's
7 Captains

47 ffs

3 ff vacancies

Pay Periods

McPhail		43,663.14
3 vac	2/21/2017	95,854.38
	3/1/2017	95,854.38
4 vac	4/15/2017	95,854.38
5 vac	6/4/2017	94,365.00
		377,460.00
Outstanding Details		
haz mat 5/2/17	Overtime	8,000.00
		0.00
haz mat 4/28/17		9,500.00
		12,000.00
EDM Constr # 273		60,000.00
Town of Lexington 276	W/e Earnings	816.87
		4,084.35
		805.68
		0.00

effective 3/4/17				effective 6/5/17			
	FY	weekly			FY	weekly	
Deputy's	5	1,874.20	9,371.00	Deputy's	5	1,874.20	9,371.00
Captains	7	1,629.74	11,408.18	Captains	6	1,629.74	9,778.44
Lieutenants	14	1,417.17	19,840.38	Lieutenant	14	1,417.17	19,840.38
			0.00				0.00
FF - S 6 MA	6	1,221.69	7,330.14	FF - S 6 M	6	1,221.69	7,330.14
FF - S 5	12	1,207.35	14,488.20	FF - S 5	12	1,207.35	14,488.20
FF - S 4	3	1,195.50	3,586.50	FF - S 4	3	1,195.50	3,586.50
FF - S 3	18	1,181.49	21,266.82	FF - S 3	18	1,181.49	21,266.82
FF - S 2	4	1,087.94	4,351.76	FF - S 2	8	1,087.94	8,703.52
FF - S 1	4	1,052.85	4,211.40	FF - S 1	0	1,052.85	0.00
Day/Grenier no Arnold				Day/Grenier			
Lt. R. Largenton				Largenton			
				Capt McPhail			
	73	Total:	95,854.38		72	Total:	94,365.00
4 vacancies				5 vacancies			

[illegible]

Total:	582,581.87	
Balance in Mums	517,506.51	after check on 5/26/17
	-65,075.36	Fireadmin

April		
FIRE ADMIN	5	6574.54
		32,872.70 after check on 5/26/17 admin
Messina	5	28.74
		143.70

Total	-98,091.76
Detail money	\$7,247.05
Total:	-90,844.71

<u>Retirees:</u>	<u>Paid</u>	<u>Estimated</u>
William Gre	22,279.17	
Keith Day	67,560.97	
R. Largent	64,498.45	
P. McPhail		43683.14
Total:	154,338.59	43,683.14

5/24/2017

5% Deferred if employed by the Town on or before 7/1/1984

2% Deferred if employed by the Town on or before May 1, 1993

	Rank	original date of employment	5%	2%
Robert Jefferson	Chief	10/24/82	x	x
Stephen Porciello	Deputy *	10/27/85		x
Robert Casey	Deputy	4/12/93		x
Jeff Cummings	Captain	7/27/86		x
Steven Michaud	Lt.	4/12/93		x
Bryan French	Lt.	2/22/88		x
Robert Paone	Lt.	2/22/88		x
David Young	FF	10/27/85		x
Donald Murphy	FF	4/5/87		x
Jack Tracey	FF	4/5/87		x
Mark Cummings	FF	2/22/88		x
Thomas Vincent	FF	2/22/88		x
Lawrence Marquis	FF	2/22/88		x
Joseph Paragona	FF	4/12/93		x
Paul Flynn	FF	4/12/93		x
Rob DeRosa	Master Mech	7/28/85		x

Unlimited sick

Jefferson, Robert	10/24/82
Porciello, Steven	10/27/85 **
Casey, Robert	04/12/93
Ryan, Bernard	05/29/94
Cummings, Jeff	07/27/86
Kelley, Kevin	05/29/94
Bailey, James	04/06/97
French, Bryan	02/22/88
Paone, Robert	02/22/88
Gera, Brian	05/29/94
Michaud, Steven	04/12/93
Melly, Ryan	10/21/01
Carey, Brendan	04/06/97
Young, David	10/27/85
Murphy, Donald	04/05/87
Tracey, John	04/05/87
Cummings, Mark	02/22/88
Vincent, Thomas	02/22/88
Marquis, Lawrence	02/22/88
Paragona Jr., Joseph	04/12/93
Flynn, Paul	04/12/93
Sweeney, Brian	05/29/94
Doucette, Eric	05/29/94
Marquis, Richard	05/29/94
Mignanelli, Anthony	05/29/94
McGahan, Brian	05/29/94
Henebury, Jay	04/06/97
Dean Jr., Thomas	04/06/97

Rob DeRosa	07/28/85
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**Capped @ 150 sick days**

Kelly III, John	09/08/98
Martin, Michael	09/08/98
Lawson, James	09/08/98
Sirianni, Philip	09/08/98
Gera, David	09/08/98
Sharpe, Alfred	06/18/00
Sullivan, Shawn	06/18/00
Kelly, Michael	10/21/01
Palmieri, Joseph	10/21/01
Houser, Paul	10/21/01
Dustin, Robert	04/23/06
Donisi, Joseph	04/23/06
Donnelly, Brian	04/23/06
Conroy, Martin	02/04/07
Gibbons, Christopher	08/26/07
Hogan, Terrance	08/26/07
Shea, John	06/29/08
Caggiano, Brian	06/29/08
Tirico, James	06/29/08
Kennedy, Brian	06/29/08
Kerr, Daniel	06/29/08
Mullane, Sean	03/29/09
Burns, Kevin	3/25/2012
Carr, Brian	1/3/2012
Duggan, Neil	9/23/2012
MacDonald, Liam	1/3/2012
McCabe, Marc	9/23/2012
Murray, Devin	9/23/2012
Potter, Ben	9/23/2012
Wiley, Colin	1/3/2012
Borges, Bryan	11/23/2014
O'Brien, Sean	11/23/2014
Flynn, Paul	2/1/2015
Stratton, Brandon	2/1/2015
Gallagher, Richard	2/1/2015
Beucler, Edward	2/1/2015
Mansfield, Christopher	2/1/2015
DeRosby, John	2/21/2016
DeSimone, Albert	2/21/2016
Baker, Keith	2/21/2016
Santos, Alexis	2/21/2016
Loveless, Brenton	6/5/2016
Sacca, Jeff	6/5/2016
Stanton Jr., Paul	6/5/2016
Carroll, Michael	6/5/2016



Sales and Service

Payment terms are 30 days from invoice date unless otherwise agreed upon in writing.

Remit to : Cummins Northeast LLC
P.O. Box 419404
Boston, MA 02241-9404

COPY

DEDHAM
100 ALLIED DRIVE
DEDHAM, MA 02026-
(781)329-1750

INVOICE NO

100-32091

Remit to: Cummins Northeast LLC
Box 419404 Boston, MA 02241-9404

BILL TO

ARLINGTON FIRE DEPT.
112 MYSTIC STREET
ARLINGTON, MA 02174-

OWNER

ARLINGTON FIRE DEPT.
112 MYSTIC STREET
ARLINGTON, MA 02174-
ROB DE ROSA - 781 858-8621

PAGE 1 OF 5

*** CHARGE ***

DATE	CUSTOMER ORDER NO.	DATE IN SERVICE	ENGINE MODEL	PUMP NO.	EQUIPMENT MAKE
01-JUN-2017	NEED PO	06-JUN-2013	ISL		EMERGENCY ONE
CUSTOMER NO.	SHIP VIA	FAIL DATE	ENGINE SERIAL NO.	CPL NO.	EQUIPMENT MODEL
2783		18-MAY-2017	73469606		CYCLONE PUMP
REF. NO.	SALESPERSON	PARTS DISP.	MILEAGE/HOURS	PUMP CODE	UNIT NO.
152914	HB061		21627		ENGINE 2

QUANTITY ORDERED	BACK ORDERED	QUANTITY SHIPPED	PART NUMBER	DESCRIPTION	PRODUCT CODE	UNIT PRICE	AMOUNT
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OSN/MSN/VIN

4EN6AHA81D2007835

COMPLAINT

CAUSE

INTERMITTENT SHUT DOWN LIGHT, ALARMS SOUNDING, NO CODES.

1. ENGINE IS DUSTED.

HOOKE UP INSITE AND FOUND INACTIVE COUNTS OF FAULT CODES 555 AND 556. CHECKED BLOWBY WITH A MANOMETER AND FOUND 30" BLOWBY UNDER LOAD. REMOVED AIR INTAKE PIPING AND FOUND THE TURBOCHARGER COMPRESSOR WHEEL SHOWS HEAVY DAMAGE FROM DUST/DIRT DEBRIS. INSPECTED THE INTAKE SYSTEM AND FOUND A LARGE AMOUNT OF DUST IN THE PIPING. AIR FILTER HAS BEEN REPLACED RECENTLY AND IS NOT THE CAUSE OF DUST OUT. MOST LIKELY CAUSE IS PREVIOUS AIR FILTER. REPLACED ALL SIX PISTONS, SIX LINERS, THE CYLINDER HEAD, TURBOCHARGER, AND AIR COMPRESSOR. STEAMED OUT ALL INTAKE AND CHARGE AIR SYSTEM PIPING. REMOVED AND STEAMED OUT THE CHARGE AIR COOLER. REMOVE AND INSTALL THE GRILLE AND A/C CONDENSOR FOR ACCESS TO THE CHARGE AIR COOLER. REMOVED AND INSTALLED THE FUEL PUMP ASSEMBLY TO REMOVE AND INSTALL THE AIR COMPRESSOR FROM THE CHASSIS.

CORRECTION

ENGINE RUN-IN , WITHOUT DYNAMOMETER - TEST (ON-HIGHWAY)
MEASURE CRANKCASE BLOWBY
STEAM CLEAN - COMPLETE ENGINE
CHARGE AIR PIPE - REMOVE AND INSTALL, EACH
POWER STEERING RESERVOIR - MOVE FOR ACCESS
REFRIGERANT COMPRESSOR AND BRACKET - REMOVE AND INSTALL
ALTERNATOR BRACKET - REMOVE AND INSTALL
AIR CLEANER ASSEMBLY (INCLUDING BRACKET) - REMOVE AND INSTALL, EACH
GRILLE - REMOVE AND INSTALL
COOLANT OVERFLOW TANK - REMOVE AND INSTALL
AIR CONDITIONER CONDENSER - MOVE FOR ACCESS
CHARGE AIR COOLER - REMOVE AND INSTALL (COOLER REPAIR)
CHARGE AIR COOLER - CLEAN AND VISUALLY CHECK (INTERNAL)
ENGINE BRAKE ASSEMBLY - REMOVE AND INSTALL, ALL
PISTON AND LINER - REMOVE AND INSTALL, ALL (WITH EGR)
CONNECTING ROD - INSPECT FOR REUSE, ALL

Billing Inquiries? Call (877)480-6970 or email CBSNortheast.Receivables@cummins.com

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AUTHORIZED BY (print name)

SIGNATURE

DATE



Sales and Service

Payment terms are 30 days from invoice date unless otherwise agreed upon in writing.

Remit to : Cummins Northeast LLC
P.O. Box 419404
Boston, MA 02241-9404

DEDHAM
100 ALLIED DRIVE
DEDHAM, MA 02026-
(781)329-1750

INVOICE NO

100-32091

Remit to: Cummins Northeast LLC
Box 419404 Boston, MA 02241-9404

BILL TO

ARLINGTON FIRE DEPT.
112 MYSTIC STREET
ARLINGTON, MA 02174-

OWNER

ARLINGTON FIRE DEPT.
112 MYSTIC STREET
ARLINGTON, MA 02174-
ROB DE ROSA - 781 858-8621

PAGE 2 OF 5

*** CHARGE ***

DATE	CUSTOMER ORDER NO.	DATE IN SERVICE	ENGINE MODEL	PUMP NO.	EQUIPMENT MAKE
01-JUN-2017	NEED PO	06-JUN-2013	ISL		EMERGENCY ONE
CUSTOMER NO.	SHIP VIA	FAIL DATE	ENGINE SERIAL NO.	CPL NO.	EQUIPMENT MODEL
2783		18-MAY-2017	73469606		CYCLONE PUMP
REF. NO.	SALESPERSON	PARTS DISP.	MILEAGE/HOURS	PUMP CODE	UNIT NO.
152914	HB061		21627		ENGINE 2

QUANTITY ORDERED	BACK ORDERED	QUANTITY SHIPPED	PART NUMBER	DESCRIPTION	PRODUCT CODE	UNIT PRICE	AMOUNT
------------------	--------------	------------------	-------------	-------------	--------------	------------	--------

OSN/MSN/VIN

4EN6AHA81D2007835

AIR COMPRESSOR (ALL MODELS) - REMOVE AND INSTALL WITH EGR
INJECTOR - CLEAN EXTERIOR FOR REUSE, EACH TWO
AIR INTAKE AND EXHAUST SYSTEM - INSPECTION
FUEL PUMP - REMOVE AND INSTALL (COMMON RAIL FUEL SYSTEM)
ENGINE - DIAGNOSTIC ROAD TEST
ENGINE - PAINT
MISC. TIME NEEDED TO:
1. GAIN ACCESS TO THE ENGINE AS NEEDED FOR T/S AND REPAIRS.
2. DISASSEMBLE AND STEAM CLEAN ALL INTAKE AND CHARGE AIR COOLER
PIPING TO REMOVE DUST/DIRT.
3. CLEAN EGR PLUMBING, EGR VALVE, AND EGR COOLER TO REMOVE
DUST/DIRT.
4. DRESS NEW RECON CYLINDER HEAD, AIR COMPRESSOR, AND
TURBOCHARGER.
5. CLEAN AND INSPECT ALL PARTS REMOVED FOR REUSE.
6. RUN UNIT UP TO TEMP AND FINAL INSPECT REPAIRS.

COVERAGE

BILLABLE

4	4	83488-02	SMALL DISC	OTHER	1.57	6.28
1	1	3164067	SEALANT	CECO	19.76	19.76
1	1	03484	LUBRIPLATE	OTHER	5.19	5.19
2	2	3824510	CLEANER, QD CONTACT	CECO	30.46	60.92
7	7	VV705290	PREM BLUE GA BULK 15W40	VALVOLINE	9.79	68.53
6	6	3800328	KIT,LINER	CECO	211.53	1,269.18
1	1	5332563	GASKET,OIL PAN	CECO	50.01	50.01
1	1	4955643	SET,UPPER ENGINE GASKET	CECO	265.91	265.91
6	6	4955530	KIT,ENGINE PISTON	CECO	314.29	1,885.74

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OSN/MSN/VIN		4EN6AHA81D2007835					
1		1	5347975RX	HEAD,CYLINDER	DRC	4,228.39	4,228.39
1		1	4942132D	HEAD, CYLINDER	CLEAN	375.00	375.00
-1		-1	4942132D	HEAD, CYLINDER	DIRTY	375.00	- 375.00
1		1	3163075	PAINT	CECO	19.21	19.21
1		1	LF9009	PAC, LF	FLG	51.56	51.56
1		1	4352562RX	KIT,ICP TURBOCHARGER	DRC	4,126.92	4,126.92
1		1	4955403D	TURBO, HE431VE	CLEAN	875.00	875.00
-1		-1	4955403D	TURBO, HE431VE	DIRTY	875.00	- 875.00
1		1	5301100RX	COMPRESSOR,1 CYL AIR	DRC	1,220.18	1,220.18
1		1	3944525D	COMP,AIR ISC/ISL 18.7 CFM	CLEAN	125.00	125.00
-1		-1	3944525D	CPR, AIR ISC/ISL 18.7 CFM	DIRTY	125.00	- 125.00
6		6	3966244	BEARING,CON ROD (STD)	CECO	24.89	149.34
1		1	3940245	GASKET,HYDRAULIC PUMP	CECO	13.07	13.07
1		1	4988280	GASKET,HYDRAULIC PUMP	CECO	3.40	3.40
1		1	CV50628-MF	ELEMENT,CV	FLG	107.25	107.25
1		1	3899283	SEAL,O RING	CECO	9.16	9.16
1		1	5272819	SEAL,RECTANGULAR RING	CECO	1.49	1.49
4		4	3103015	SEAL,GROMMET	CECO	2.95	11.80
1		1	3939352	GASKET,OIL SUC CONNECTION	CECO	4.19	4.19
1		1	AH8503	PAC, AH	FLG	201.44	201.44
1		1	185848	GASKET,AIR COMPRESSOR	CECO	3.19	3.19

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OSN/MSN/VIN		4EN6AHA81D2007835					
2		2	3046201	SEAL,O RING	CECO	2.89	5.78
6		6	4954487	SEAL,O RING	CECO	3.21	19.26
6		6	3937142	SEAL,INJECTOR	CECO	3.19	19.14
2		2	3945326	SEAL,O RING	CECO	6.53	13.06
6		6	3867471	SEAL,O RING	CECO	1.95	11.70
2		2	4076823	SEAL,RECTANGULAR RING	CECO	16.56	33.12
4		4	5263462	NUT	CECO	3.63	14.52
2		2	822349	OIL, 15W40 QT	VALVOLINE	3.47	6.94

PARTS:	13,905.63
PARTS COVERAGE CREDIT:	0.00 CR
TOTAL PARTS:	13,905.63
SURCHARGE TOTAL:	0.00
LABOR:	6,706.40
LABOR COVERAGE CREDIT:	0.00 CR
TOTAL LABOR:	6,706.40
MISC.:	310.66
MISC. COVERAGE CREDIT:	0.00 CR
TOTAL MISC.:	310.66
ELECTRONIC TOOLING	50.00
GIA INSPECTION OFFSET	- 56.40
HAZ WASTE DISPOSAL INSHOP	67.06
SHOP SUPPLIES	250.00

TAX EXEMPT NUMBERS: MA

046-001-070

TAXES:

Billing Inquiries? Call (877)480-6970 or email CBSNortheast.Receivables@cummins.com

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OSN/MSN/VIN		4EN6AHA81D2007835									
										STATE	
										0.00	

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SUB TOTAL: 20,922.69

TOTAL TAX: 0.00

TOTAL AMOUNT: US \$ 20,922.69

AUTHORIZED BY (print name) _____ SIGNATURE _____ DATE _____



TOWN OF ARLINGTON

MASSACHUSETTS 02476

781 - 316 - 3090

DEPARTMENT OF PLANNING and COMMUNITY DEVELOPMENT

TO: Adam Chapdelaine, Town Manager

FROM: Jennifer Raitt, Director

DATE: May 30, 2017

RE: Central School Driveway Reconstruction Project (Bid #17-30)

Adam -

In 2015, capital funds were allocated to the Central School Driveway Reconstruction Project. The Arlington Redevelopment Board and Planning have a combined \$200,000 in capital funds. A third project, the repair of the Academy Street stairs to the Central School building, has a \$90,000 capital allocation. We intend to apply these funds to this project. To date, we allocated approximately \$26,000 for the contract with kzla, the landscape architectural firm who prepared the plans and who will provide construction administration services. The remainder is \$264,000.

On May 25th, we received two bids for the reconstruction project. The low bid is \$208,841.12. Add Alternate 1 is \$119,853.24. In order to be able to award the Base Bid and Add Alternate 1 for a total cost of \$328,694.36, we need to fill a funding gap of \$64,694.36. The following funding source can be applied to cover these additional costs: Org 5703356, Obj 5871: Senior Center Assessment - \$12,000. These assessment funds may be used on preparatory work needed before final building design and construction commences. This leaves a gap of \$62,650 in order to continue the reconstruction project.

I would like to request \$62,650 from the Finance Committee to address the additional \$52,694.36 needed to award the contract and \$9,955.64 for contingency.

I look forward to speaking with you about this request and steps for moving forward. The bid will remain valid through Friday, June 23, 2017.

Thank you,

Jenny

Essex North Shore Agricultural & Technical School District
562 Maple Street, P.O. Box 346
Hathorne, MA 01937
(978) 304-4700

Bill To: Town of Arlington
Adam W Chapdelaine
730 Mass Ave., 2nd Fl
Arlington, MA02476

Date: 11/15/2016
Invoice #: 261

<u>Description</u>	<u>Amount</u>
2016/2017 Ch. 74 Non Resident Tuition	\$16,464
Transportation	\$1,087
Total Due	<u>\$17,551</u>

Payment #1 Due on or before December 15, 2016	\$8,775.50
Payment #2 due on or before March 31, 2017	\$8,775.50

Please see attached for student information.

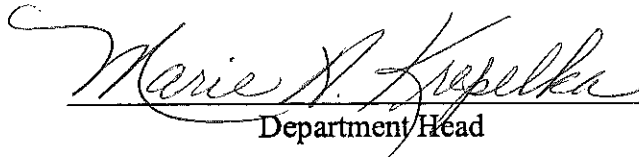
REQUEST FOR TRANSFER FROM THE RESERVE FUND

TO: Finance Committee, Town of Arlington

Request is hereby made for transfer from the Reserve Fund in accordance with Chapter 40, Section 6, Massachusetts General Laws:

1. Amount requested \$8,187.57 Date 6/5/17
2. To be transferred to 0112281-5100
(Name of Appropriation)
3. Present balance in this appropriation \$17,959.58
4. The amount requested will be used for salaries - see attached

5. This expenditure is extraordinary and/or unforeseen for the following reasons salary differences



Department Head

Selectmen/School Committee

NOTE: Submit this form in Duplicate to Chairman, Finance Committee. Forward one additional copy to Executive Secretary, Finance Committee. Every request should be made and the transfer from the Reserve Fund voted BEFORE any expenditure in excess of an appropriation is incurred.

Action of Finance Committee

Date of Meeting _____ 20____
Number Members present and voting _____
Transfer voted in amount of _____
Transfer disapproved _____ and Comments _____

Chairman, Finance Committee

SELECTMEN'S SALARIES & WAGES TRANSFER SHEET FY17:

ACCOUNT #:	0112281-5100
ACCOUNT NAME:	Salaries & Wages
DEPARTMENT:	Selectmen
AMOUNT:	\$8,187.57
REASON	-Out of class pay M. Krepelka sick time -Ashley salary -longevity
CURRENT BALANCE: 6/5/17	\$17,959.58
6/27 ELECTION AMOUNT	N/A



**OFFICE OF THE TOWN CLERK
TOWN OF ARLINGTON
730 MASSACHUSETTS AVENUE
ARLINGTON, MA 02476**

**TOWN HALL
OFFICE HOURS
MONDAY, TUESDAY & WEDNESDAY
8 A.M. TO 4 P.M.
THURSDAY - 8 A.M. TO 7 P.M.
FRIDAY - 8 A.M. TO 12:00 P.M.**

**STEPHANIE L. LUCARELLI
TOWN CLERK**

**TELEPHONE
(781) 316-3070**

May 17, 2017

Mr. Sandy Pooler
Deputy Town Manager
730 Massachusetts Avenue
Arlington, MA 02476

Re: Reserve Transfer

Dear Mr. Pooler:

I am requesting a transfer in the amount of \$2,195.00 to cover overtime.

Mr. Viscay was kind enough to let me know it was running out.

Thank you for your cooperation in this matter.

Very Truly Yours,
Town Clerk's Office

Stephanie L. Lucarelli

Stephanie L. Lucarelli
Town Clerk

